



## OFFICE OF HOMELAND SECURITY

### GRANT MANAGEMENT MEMORANDUM

2006-006

Date: December 18, 2006

To: All Governor's Office of Homeland Security (OHS) Subgrantees

From: Grants Management

RE: Final Reimbursements for FY 2003 and FY 2004 HSGP and FY 04 UASI grants

The Governor's Office of Homeland Security (OHS) is the State Administrative Agency (SAA) for homeland security grants awarded to California by the United States Department of Homeland Security (US DHS), Office of Grants and Training (G&T). The expiration dates for subgrantee performance periods are listed below;

Grant #	Grant Name	Subgrantee Expiration Date
2003-TE-TX-0167	FY 03 State Homeland Security Grant Program Part I	9-30-06
2003-MU-T3-0035	FY 03 State Homeland Security Grant Program Part II	10-31-06
2004-GE-T4-0045	FY 04 Homeland Security Grant Program	11-30-06
2004-TU-T4-0014	FY 04 Urban Areas Security Initiative	11-30-06
2003-EU-T3-0023	FY 03 Urban Area Security Initiative Part II	12-31-06

On May 15, 2006 OHS issued Grant Management Memo 2006-001 which communicated our proposed process for disencumbering funds awarded to subgrantees and reallocating these funds to more ready to proceed projects. In addition on July 10, 2006 OHS director Matthew Bettenhausen issued a letter on the urgent need to utilize homeland security grant funds in a timely manner. On November 20, 2006 OHS issued Grant Management Memo 2006-005 describing the process for subgrantees to request project specific extensions for circumstances beyond the control of the subgrantee. **Extensions will only be granted on a case-by-case basis. All extensions must be expressly granted by OHS and no subgrantee should assume they have an extension absent specific OHS approval.**

Consistent with these previous communications, OHS is now requesting final requests for reimbursements for the grants listed above. Unless an extension has been obtained per Grant Management Memo 2006-005 subgrantees may no longer expend funds or incur costs under the grants listed above. As previously required, final requests for reimbursement must be received by

OHS not more than 30 days from the expiration date of the subgrantee performance period. At the completion of this 30 day subgrantee liquidation period, all funds remaining will be awarded by OHS to projects that can be completed within the remaining federal performance period.

Subgrantees which have requested and received extensions for projects within in their grants may continue to expend funds and incur costs for the extended projects as described in the extension letter. All other funds will be subject to the 30 day subgrantee liquidation period.

**In no case will any subgrantee be permitted to continue to expend subgranted funds beyond the date 90 days prior to the expiration of the federal performance period.**

For further assistance, please feel free to contact your OHS regional representative.

Sincerely,

A handwritten signature in blue ink, appearing to be "L. Davis", with a stylized flourish at the end.

**Larry M. Davis**  
Deputy Director  
Grants Management